

July 1, 1999

## **CLASS SPECIFICATION**

### **SAN DIEGO CITY CIVIL SERVICE COMMISSION**

#### **STADIUM MAINTENANCE SUPERVISOR**

##### **DEFINITION:**

Under direction, to assign, coordinate and supervise the work of subordinates engaged in a variety of semi-skilled maintenance, construction and repair work at the San Diego Qualcomm Stadium; and to perform related work.

##### **\* EXAMPLES OF DUTIES:**

- Assigns, coordinates and participates in the work of subordinates engaged in a wide variety of semi-skilled carpentry, fence, cement, painting, welding, plumbing and electrical work;
- Provides training and evaluates the work of subordinates;
- Investigates tenant complaints regarding facility maintenance;
- Orders materials and supplies;
- Ensures adherence to safety procedures;
- Maintains liaison with service contractors and vendors;
- Inspects service contract work;
- Coordinates the setting up and arrangement of facilities for meetings and special events;
- Maintains records;
- Prepares reports.

##### **MINIMUM QUALIFICATIONS:**

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

Three years of experience performing a wide variety of semiskilled building repair, maintenance, and minor construction work; including at least one year at a facility with a capacity of at least 20,000 where major athletic and/or entertainment events are held. Qualifying experience must include all of the following: basic carpentry, fence, cement, and painting work. Possession a valid California Class C Driver's License.

- \* **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.